



BP002: Employee History

This report will provide a consolidated historical view of PMIS and Beacon action history for all the position, employee and PMIS related actions of a specified employee. This report will only show actions that have an SAP equivalent. The non-mapped PMIS actions will be skipped. This report **excludes** Fund information. This report jumps to B0037: Employee Personal Data.

NOTE: For employees that have multiple names in their last name, it is best to do a wildcard name search and select from a list as it is difficult to know how that name is stored (e.g, hyphens, suffixes, etc.).


Click on the “match box”.

Available Variants: Save Save As... Delete

General Variables			
	Variable	Current Selection	Description
*	SSN Last 4 (Single Value, Mandatory)	<input type="text"/>	<input type="checkbox"/>
*	Last Name UPPERCASE (Single Value, Mandatory)	<input type="text"/>	<input type="checkbox"/>

OK Check

Select “Search” from the drop-down.

 More than 1000 values available; not all values are displayed

Show view:

All



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Type in your name search using the '*' character as wildcards.

Left Screenshot:

Show view: Search

Search

Last Name: Key COX*LANDY* Search

Maximum Records: 1000

Last Name: Key

COX-LANDY

Right Screenshot:

Show view: Search

Search

Last Name: Key GOODMAN*LONG* Search

Maximum Records: 1000

Last Name: Key

GOODMAN LONG

Select the name from the results of your search to fill in the Variable Entry.

Available Variants: Save Save As... Delete

General Variables

	Variable	Current Selection	Description
*	SSN Last 4 (Single Value, Mandatory)		
*	Last Name UPPERCASE (Single Value, Mandatory)	COX-LANDY	COX-LANDY

OK Check

Available Variants: Save Save As... Delete [Show](#)

General Variables

	Variable	Current Selection	Description
*	SSN Last 4 (Single Value, Mandatory)		
*	Last Name UPPERCASE (Single Value, Mandatory)	GOODMAN LONG	GOODMAN LONG

OK Check



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* Filter on:

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Variable Entry

Available Variants:

[Show Variable Personalization](#)

General Variables

Variable	Current Selection	Description
* SSN Last 4 (Single Value, Mandat	1234	
* Last Name UPPERCASE (Single	SOMEONE	

*Report

Employee	Valid From	Orig	Action Code/Reason and Description	Job
Just Someone 12345678	01/01/2008	Emp	Z911 Probation to Permanent	39999999 State Job
Just Someone 12345678	12/31/2007	PMIS	469 CONVERT TO BEACON	39999999 State Job
Just Someone 12345678	07/01/2007	PMIS	100 LEGISLATIVE INCREASE	39999999 State Job
Just Someone 12345678	06/18/2007	PMIS	031 EOD (NEW HIRE)	39999999 State Job

*Report continued...

Position	Organizational Unit	Employee Salary	Budget Amount
69999999	20000000	75,400.00	75,400.00
69999999	20000000	75,400.00	75,400.00
69999999	20000000	75,400.00	75,400.00
69999999	20000000	72,500.00	72,500.00



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* Initial Report Display

▼ Columns
▪ Key Figures
▼ Rows
▪ Employee
▪ Valid From
▪ -
▪ Orig
▪ Action Code/Reason and Description
▪ Job
▪ Position
▪ Organizational Unit

‘Columns’ and ‘Rows’ shows the fields that are in the default report display.

* Additional Selection Fields

▼ Free characteristics
▪ Changed By
▪ Changed On
▪ EE GR/LVL
▪ Employee Group
▪ Employee Subgroup
▪ Personnel Area
▪ Personnel Subarea
▪ PMIS Appt Type
▪ PMIS From/To Position #
▪ PMIS Position #
▪ PMIS Remark 1
▪ PMIS Remark 2
▪ PMIS Remark 3
▪ Pos Country
▪ Pos County
▪ Pos Employee Group
▪ Pos Employee SubGroup
▪ Pos GR/LVL
▪ Pos State
▪ SOC Code
▪ Supervisor Name
▪ Supervisor Position
▪ Valid To

‘Free Characteristics’ shows the additional field selections that can be dragged and dropped in and out of the report.

- Position Actions – ZOM_DS64: HRP9302 & Position Master Data
- Employee Actions – ZPA_DS11: PA0000 & Employee Master Data
- PMIS Actions – ZDM_DS08: Data Migration PCFiles